

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

STAT

FROM

Chief, Building Planning
Staff, OL
4E50 Hqs

EXTENSION

NO.

DATE

28 SEP 81

STAT

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director for
Administration

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15.

Attached is the suggested
note FROM THE DIRECTOR,
revised as discussed yester-
day. A copy has been sent to
Mr. McDonald.

Att

cc: D/L w/att

Distribution:

Orig PRS - DD/A w/att

1 - OL/BPS Subj w/att

1 - OL/BPS Chrono w/att

OL/BPS

STAT
(25 Sep 81)

25 SEP 1981

FROM THE DIRECTOR

In May, I established the Building Planning Staff to implement the portion of the DCI Long-Range Plan concerned with construction of additional space on the Headquarters Compound. My objectives are to improve our overall operating efficiency and achieve a significant reduction in our operating costs by consolidating the several thousand people working in outlying facilities with Headquarters staff and by providing space adequately designed to house our environmentally sensitive machines.

The goal is to have new construction completed by 1987. If we are to meet this target date, we must have formal approval of our plan in time to seek Congressional support in the next budget cycle. To facilitate approval of our plan, we are coordinating our efforts closely with General Services Administration, state and local authorities, and the National Capital Planning Commission (NCPC). The architectural firm of Skidmore, Owings & Merrill is under contract to assist in preparing the site design and environmental studies. Traffic and utilities surveys have been conducted, floor space requirements for personnel and machines have been identified, and we have begun preliminary cost analyses. Seven alternative building sites have been submitted for our consideration. The site plan shown on the attachment has been selected for submission to the NCPC in November 1981 for formal approval. This plan provides

for a connecting building immediately behind the current Headquarters and addition of structured parking in West Lot.

If all goes well, we will have an approved plan and a budget to present to Congress next year. You will be advised of progress as project milestones are reached.